



Youth Program Manager

Reports To: Executive Director/ Director of Clinical Services

Payroll Type: Exempt

Work Status: Full Time (1 FTE)

Regular Hours: 40 hours per week

Schedule: Monday to Friday, including weekends and evenings based on community events

Requires travel, evenings and weekends. Allows for up to 10 hours of remote work, based ability to fulfill essential duties; refer to CBA for more details.

Location: 2380 Salvio St., Suite 301, Concord, CA 94520

Benefits: Regular full-time employees receive sick time accrual and usage, 14 single paid holidays and 3 Floating Holidays annually in addition to December 25 through January 1, when the organization is closed. Rainbow pays 75% of Kaiser health insurance premiums and the full premium for vision, dental, and short-term life through Principal.

Union: This position is part of Teamsters 856 bargaining unit and guaranteed by the National Labor Relations Act

Salary Range Salary position based on hourly rate of **\$30.54** with additional 10% bilingual differential

Position Available: November 17, 2025

ORGANIZATIONAL HISTORY

The Rainbow Community Center of Contra Costa County (Rainbow) was founded in 1995 to serve the well-being of the LGBTQI+ Community in Contra Costa County. Founders wanted to develop programs to reduce isolation of LGBTQI+ people and provide a space for community development. Rainbow continues to provide a safe and welcoming place building community among LGBTQI+ persons and our allies through social programs, support groups, clinical services, training, special events, and emergency programs.

MISSION

Rainbow builds community, equity, and well-being among Lesbian, Gay, Bisexual, Transgender, Queer, Questioning and Intersex (LGBTQI+) people & our allies.

VISION

Rainbow envisions a society that advocates for and celebrates gender and sexual diversity, racial justice, safety, and liberation for all through healing centered engagement.

Rainbow builds community, equity, and well-being among Lesbian, Gay, Bisexual, Transgender, Queer, Questioning and Intersex (LGBTQI+) people & our allies through social opportunities, health & wellness services, and awareness programs.

Rainbow transcends its vision from inclusive to expansive*, as we will be able to represent by centering and reaching a wider scope of Marginalized LGBTQI+ and Intersectional Identities more effectively.

Historically Marginalized and Intersectional LGBTQI+ Identities encompass:

- Transgender and Gender Non-conforming
- Black, Indigenous and People of Color

- Women
- Neurodiversity & Mental Health Abilities
- Physical Abilities
- Body Diversity
- HIV Status
- Elders
- Youth
- Immigrants
- Interfaith
- Familial Composition
- Class/Socioeconomic Status

**'inclusive' with its implied power differential, whereas 'expansive' refers to centering power with marginalized people*

VALUES

Authenticity. We are legitimate and true, able to express hope, pride, joy, love, compassion, and support with one another and ourselves.

Bravery. We cultivate emotional strength building spaces for ourselves and one another that inform and redefine safety.

Education. We teach in welcoming, dynamic, fluid, open-hearted, and impactful ways demonstrating we are always learning.

Healing. We believe in holistic, restorative, and transformational approaches and processes.

Liberation. We are committed to racial and economic justice through the work of solidarity, positive representation, equity, and advocacy, to achieve freedom of limits.

ORGANIZATION CULTURE

Our services are based upon a three-tier model of interventions that are designed to reduce isolation, identify individuals in need of direct support, and increase resiliency of our community members – all while building skills needed to cope with the impact of living in a heteronormative and often rejecting dominant culture. Our work is also grounded within a vision of creating a society that embraces acceptance for people of all sexual orientations and gender identities and expressions.

We are dedicated to the development of Rainbow as a learning organization where board, staff, volunteers, and those we serve can join in co-creation of a culture that truly demonstrates the expression of our mission to build community and promote well-being. We are committed to learning together, sharing our knowledge, empowering each other, and creating an organization that supports the development of compassionate, reflective, talented, innovative, and dedicated employees, interns, and volunteers.

POSITION SUMMARY: YOUTH PROGRAM MANAGER

The Youth Program Manager oversees and supervises all the youth program and outreach initiatives with youth up to age 25. The position will provide support for LGBTQI+ youth through one-on-one mentoring; developing and leading programs at the Center; organizing youth outreach events; and providing referrals for services with partner organizations.

Our **Youth Program** fosters a positive self-identity for all LGBTQI+ youth and young adults ages 11-25 through structured social, support, and educational programming at the Center, mentoring, and drop-in youth spaces at the Center. Our youth programming addresses internalized homophobia and trans phobia, promotes resilience, persistence, and capacity building, and helps youth decide when and how to more safely and courageously share their sexual orientation, gender identities and expression in different settings. Our youth program has proudly offered a variety of activities, including peer education, performances, game nights, movie nights, hot topics discussions, youth dances, field trips, and more in-person socials and activities to foster community and support among youth participants. Rainbow provides youth centered support groups, i.e., Parents/Guardians of Transgender/Gender Nonconforming (TGNC) children ages 11 and younger, while the TGNC children participate in a concurrent activity-based social group the adults meet separately.

ESSENTIAL POSITION RESPONSIBILITIES: YOUTH PROGRAMS

- Work effectively with a diverse and intersectional youth community members, colleague, client, network, partners, and other community populations
- Collaborate with RCC staff in the implementation of all youth outreach activities
- Meet outreach goals by tabling at youth related events; organizing youth dances; developing and maintaining youth program materials (fliers, a monthly newsletter, social media presence); and maintaining relationships with local youth-related agencies and schools (elementary, middle, and high schools and community colleges and local four-year universities)
- Develop, facilitate, and evaluate responsive and meaningful in-person youth programs at the Center
- Provide one-on-one mentoring to youth and referral services as needed, typically during normal business hours when other agencies are open

- Develop Youth Program curriculum and workshop content based on need and interests of youth clients
- Serve as a liaison between RCC and schools (all grade levels, public and private and colleges/universities) providing workshops, support groups, and helping GSA's with program planning
- Provide formal and informal reports and updates to the Executive Director and/or Clinical Director as needed or when required, especially for grant reports
- Work with the Executive Director to track and manage youth program budgets
- Prepare and facilitate Rainbow Community Center SOGIE Training modules as needed
- Represent and present at community events, school events, coalitions, trainings, workshops, and collaborative, and so on.
- Tabling, promotion, and outreach at all schools and community events, which includes evenings and weekends and some travel.
- Develop interagency relations with community partners relevant to People of Color, Youth, and Transgender and Gender Non-Conforming (TGNC) populations
- Evaluate programs ongoing and address grievances, adjustments, and other necessary tasks
- Provide support and development for volunteer run youth programs
- Comply with security, safety and health standards in the work and work settings
- Conduct all youth programming at the Center during normal business hours or while other RCC staff are present; there must be at least two RCC staff at the Center while programming is occurring
- Participate in community fundraising activities and RCC organized community events, such as Pride in the Plaza, and so on.
- For the safety of youth attending programming at the Center, at least two RCC staff members must be present at all times. For Youth Programs, this typically includes the Youth Program Manager and the Youth Outreach Coordinator, although other RCC staff may also assist.
- Comply with security, safety and health standards in the workplace, virtual and physical
- Additional Duties as assigned and/or needed

QUALIFICATIONS

- Bachelor's degree in Childhood Development, Education, or five or more years of work experience in youth Programming, education, or a related field
- Experience in Youth Programs, Education, Human Services, Curriculum and Training Development or related field
 - 3 or more years of experience facilitating youth programs
 - 3 or more years of training and leading workshops for adults/youth
 - 3 or more years of proven ability to create and deliver relevant and engaging content for youth
 - 3 or more years of experience with youth program assessment, planning, implementation, evaluation, and reporting
- Demonstrated ability to uphold clear and consistent boundaries with youth clients
- Commitment to cultural humility and work through a lens of social justice
- Final offer of employment is subject to the successful completion of federal and state background checks. A criminal conviction will not automatically disqualify an applicant; each case will be considered individually in accordance with California law.
- Enthusiasm and pride in work
- Mature attitude, humility, and a sense of humor
- **Commitment, fluency, and working knowledge of key program, development, and management approaches:**

1. **ACEs Aware:** <https://www.acesaware.org/ace-fundamentals/>
2. **Asset & Strength-based Practice** <https://positivepsychology.com/strengths-based-interventions/>
3. **Cultural Humility:** <https://hogg.utexas.edu/3-things-to-know-cultural-humility>
4. **Depth of Knowledge & Bloom's Taxonomy**
<https://www.synergiseducation.com/blooms-taxonomy-and-webbs-depth-of-knowledge/>
5. **Embracement of LGBTQI+ Cultures** (SOGIE Handbook as one reference example)
https://www.health.ny.gov/prevention/sexual_violence/docs/sogie_handbook.pdf
6. **Emergent Strategy** <https://fortelabs.co/blog/emergent-strategy-organizing-for-social-justice/>
7. **Expansive Practices** (pp 25-33) https://www.health.ny.gov/prevention/sexual_violence/docs/sogie_handbook.pdf
8. **Growth Mindset** <https://www.mindsetworks.com/science/>
9. **Human Centered Design Process**
<https://www.usertesting.com/blog/how-ideo-uses-customer-insights-to-design-innovative-products-users-love>
10. **Positive Youth Development (PYD) Framework** (universal application though focused on youth)
<https://www.youthpower.org/positive-youth-development-pyd-framework>
11. **Restorative Practice** (partnered with Collective Healing and Transformation - CHAT)
http://64.166.146.245/docs/2021/MXCAB/20210717_1852/46141_The%20CHAT%20Project_Measure%20X_FINAL_7-2-21.pdf
12. **Search Institute's Developmental Assets Framework** (universal assets though focused on youth)
<https://www.search-institute.org/our-research/development-assets/developmental-assets-framework/>

13. **Social and Emotional Learning (SEL)** <https://www.instituteforsel.net/approach>

14. **Trauma-Informed & Healing Centered Approach** https://www.cdc.gov/cpr/infographics/6_principles_trauma_info.htm

- Effective and kind interpersonal, verbal, and written communications skills
- Strong organizational skills and follow through
- Detail-oriented with the ability to balance areas of work and prioritize
- Able to handle multiple tasks simultaneously with strong organizational skills and attention to detail
- Proficiency and fluency with Zoom video conferencing, MS Office applications (Word, Excel, PowerPoint), Google Suite (Gmail, Docs, Sheets, Calendar, Slides, Forms), and event management platforms (Eventbrite) are required.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to represent an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

HOW TO APPLY

To be considered for this position, please submit a cover letter, resume and three professional references (a past or present supervisee, supervisor, and client/community member served in your work) to Jorge JC Chamorro, Executive Director at jorge@rainbowcc.org with the subject line: “**Youth Program Manager**”. Please, no phone calls. Only applicants meeting all the minimum qualifications may be invited for a virtual interview.

EQUAL OPPORTUNITY

Rainbow provides equal employment opportunities to all employees and applicants for employment without regard to race, religion, color, sex, sex stereotype, gender identity, gender expression, transgender identity (including whether or not you are transitioning or have transitioned), sexual orientation, national origin, ancestry, physical or mental ability, medical condition, genetic information or characteristics, marital status, domestic partner status, age, military or veteran status and any other basis protected by federal, state or local law, ordinance or regulation.

Rainbow is committed to compliance with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in organization operations and prohibits unlawful discrimination by any employee of the organization, including supervisors and coworkers.

*Rainbow believes that one of the significant areas our values are established and communicated are within our hiring practices. We look to elevate and create opportunities for the most marginalized people in our society — namely Black Indigenous People of Color (BIPOC), POC, LGBTQI+ people, and all women. We believe that these communities must be centered in the work we do. Hence, **we strongly encourage applications from people with these identities or who are members of intersectional, marginalized communities.** This is one expression and enactment as to how we transcend our lens from inclusive to expansive.*